



SPECIAL EVENT - PUBLIC PROPERTY USER APPLICATION & AGREEMENT



DO NOT USE FOR

* Contractor
vehicle permit

OR

* Single Day
Temporary Parking
Restriction
Request

DIRECTIONS

Step One:

- If this request involves closing a street
Contact Lafayette Police – Special Operations Division / 765-807-1293
- If this request involves renting the Big Four Depot - Community Room,
Riehle Plaza, or John T. Myers Pedestrian Bridge
Contact Facilities Department for availability / 765-807-1323

Step Two:

- Complete and submit this application to Lafayette Clerk's Office
City Hall, 2nd floor, 20 N 6th Street, Lafayette, IN / 765-807-1021

User Information

Date of Event: April 14-15, 2022 Time: From: 5 pm am/pm to: 5 pm am/pm
Name: The Living Way of the Cross Organization: St. Boniface Church
Street Address: 318 N. 9th St.
City: Lafayette State: Indiana Zip Code: 47904
Contact person(s): Sandra Valle Phone Number(s): 765-543-6746
Email: svalle@parish.dol-in.org
Event Description: Reenactment of the Stations of The Cross
Caterer: N/A Caterer's Phone Number: _____

This event will utilize the following venues (check all that apply):

- ☐ Big 4 Depot - Community Room ☐ Riehle Plaza ☐ John T. Myers Bridge
☐ City Right-of-way ☐ City Street ☐ Sidewalk ☐ Other _____

This event will include the following elements (check all that apply):

- Estimated Attendance: 500 ☐ Private Trash Hauler (must be removed by 8am following day)
☒ Street/Sidewalk/Right-of-way restriction or closure ☐ Food or Beverages
☐ Restroom Facilities (required for events 4+ hours) ☐ Tents/Canopies
☐ Alcohol (security is required) ☐ Security (required when serving alcohol)
☐ Amusement & Entertainment Permit # _____ **Not sure if you need an A&E Permit? Go to:**
<http://www.in.gov/dhs/2795.htm>
☐ Stage ☐ Fireworks ☐ Outdoor cooker/grill ☐ Other _____

Optional Equipment & Services:

- ☒ Traffic Control: barricades, **No Parking** signs, water barriers, **Road Closed** Signs \$25
- ☐ City Equipment: Trash totes, other \$25

Timetable (Minimum # of days. Advanced planning is encouraged; sequence remains the same)

	0	7 days	14 days	21 days		42 days	
	Pre-planning		Notices	Event Preparation			Event
Begin	1st week	2nd week	3rd week	4th week	5th week	6th week	
	First contact	Submit Application Pre-event Meeting	Contact Neighbors prior to Board of Works Hearing	Board of Works Public Hearing & Approval			Date of Event

Application submittal checklist

- ☒ Application
- ☐ Pre-event meeting (if required)
- ☒ Good Neighbor letter to neighboring properties (**send or deliver to neighbors 7 days prior to Board of Works hearing**)
4/11/22
- ☐ Letter of request to Board of Works (omit if only using Big Four Depot community room)
- ☒ Receipt – payment made to City of Lafayette
- Damage Deposit: \$ _____ (required only when renting Depot)
 - Permit Fee: \$ _____ (fee waived when renting Depot)
 - Rental Fee: \$ _____
 - Equipment & Services: \$ _____ (optional)
- ☒ Certificate of Insurance
- ☐ Amusement & Entertainment Permit # _____
- Not sure if you need an A&E Permit? Want more information? Go to:
<http://www.in.gov/dhs/2795.htm> and see definition of A&E Permit in **Rule and Regulations** instructions found at the same link as the **Special Event Application**
- ☐ Traffic Control / Public Safety / Emergency Plan
- ☒ User Agreement
- ☒ Board of Public Works and Safety meeting (if required)

USER AGREEMENT:

INDEMNIFICATION AND RELEASE. In consideration of being permitted the use of the venue(s) indicated above on this document (the "Property"), which Property is owned by the City of Lafayette, User as indicated below, for User and User's legal representatives, successors, and assigns, hereby releases waives and discharges the City of Lafayette, it officers, departments and employees and of them (herein collectively, "City") from all liability to User and User's officers, members, legal representatives, successors, invitees and assigns (herein collectively "User") from any and all loss or damage, and any claim of damages resulting therefore, on account of injury to persons or property arising out of possession or use of the Property, whether caused by the negligence of City, or any of them, or otherwise, resulting during the time the User is entitled to occupy and use the Property. User shall exercise the privileges under this Agreement at User's own risk, and irrespective of any negligence of City, User shall indemnify and hold City harmless from any and all liability for all damages, costs, losses and expenses resulting from, arising out of, or in any way connected with User's use and possession of the Property, including attorney fees incurred by City in defending any action arising out of User's possession or use of the Property, whether caused by negligence of the City, or any of them, or otherwise. City shall not be liable to User for any reason whatever User's occupation or use of the Property shall be hindered or disturbed. User agrees that User has made inspection of the Property and is not relying upon any representations of City or any of them as to the condition of state of repair of the Property or to its suitability for any particular purpose. This release, waiver, and indemnification is intended to be as broad and inclusive as permitted by the laws of the State of Indiana, and if any portion thereof is held invalid, the balance shall, notwithstanding, continue in full legal force and effect.

I have read the above Indemnification and Release and the Policy and Rules governing the use of any public property, city street, sidewalk or public property within the city's right-of-way, the James F. Riehle Plaza, Big Four Community Room, and John T. Myers Main Street Pedestrian Bridge. I agree on my own behalf, and on behalf of the group or organization I am authorized to represent, to such Indemnification and Release and to follow such Rules and Regulations which are incorporated and made a part of this user agreement.

"Lafayette Board of Works"

By: _____

Date: _____

"User"

By: 
Signature

Printed: Sandra Valle

Date: 3/17/2022

St. Boniface

Roman Catholic Church



A Refuge For Eucharistic
Hope, Healing, and
Devotion



+JMJ+

March 17, 2022

Dear Sgt. Anderson:

St. Boniface Catholic Church has had an Annual Way of the Cross representation on Good Friday for the past 18 years. This year Good Friday is on Friday, April 15th.

We are asking for street closure of North Street between 8th and 9th (the brick road) beginning Thursday, April 14th starting at 5:00 P.M. until Friday, April 15th at 5:00 P.M. If the street closure is not possible for these times/dates, we ask that at least Friday, April 15th starting at 7:00 A.M., the street be closed off.

In advance, we apologize for any inconvenience this may cause. If you have any questions, please feel free to contact our Parish office (765) 742-5063.

We would also like to take this opportunity to extend a warm invitation to you to our Parish on Good Friday. Hope to see you there!

Sincerely,

Fr. Andrew Dudzinski, Pastor



St. Boniface

Roman Catholic Church



A Refuge For Eucharistic
Hope, Healing, and
Devotion



St. Boniface Catholic Church will celebrate a re-enactment of the Living Way of the Cross on Good Friday, April 15, 2022, from 12:00 p.m. - 3:00 p.m.

Greetings Neighbors:

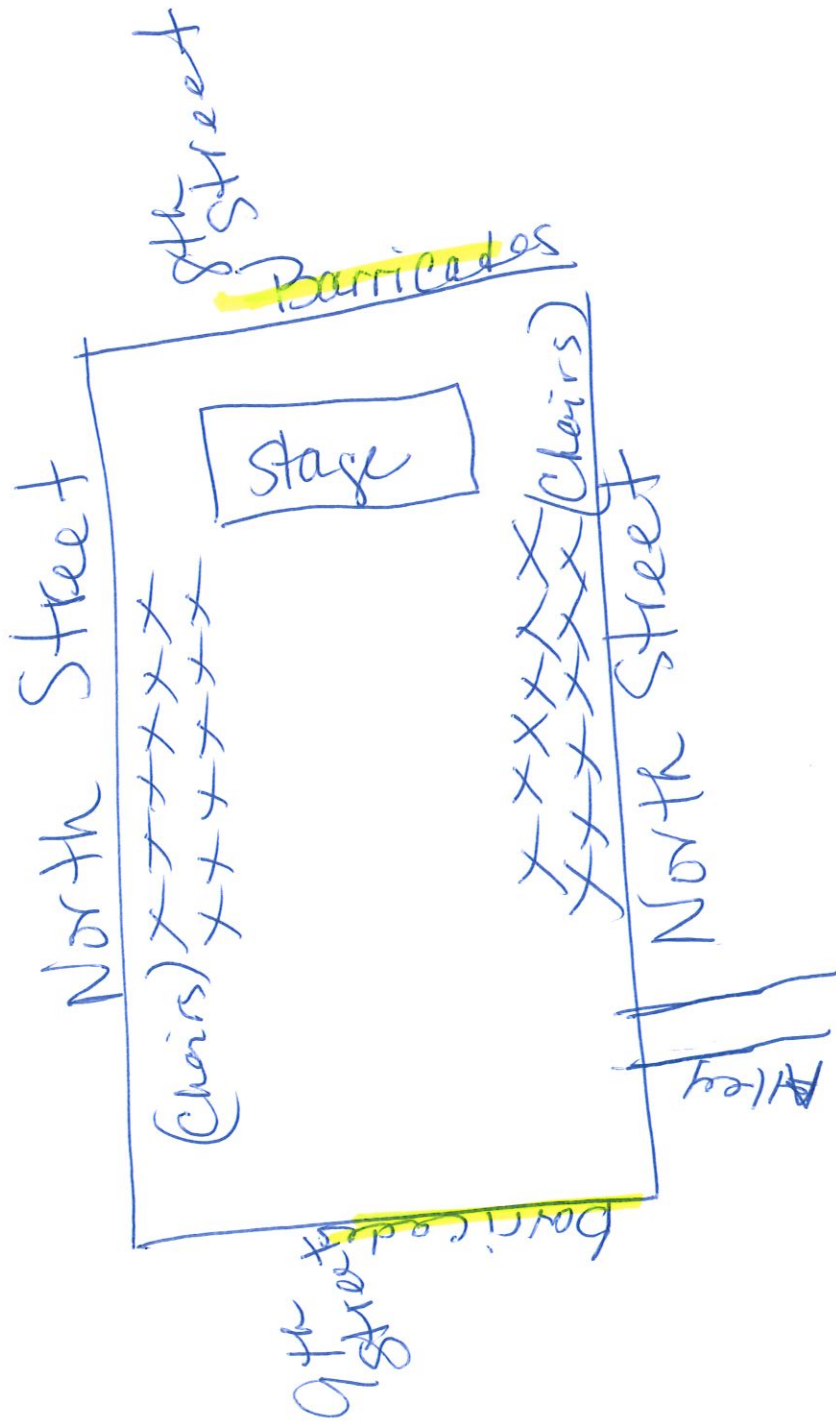
We wanted to let you know there will be a street closure of North Street between 8th and 9th (the brick street) beginning Thursday (April 14, 2022) at 5:00 p.m. until Friday (April 15, 2022) at 5:00 p.m. All parking on North Street will not be accessible as there will be barricades put up between 8th and 9th Street. So, North Street will be closed during this time.

In advance, we apologize for any inconvenience this may cause. If you have any questions please feel free to contact our Parish office (765) 742-5063.

We would also like to take the opportunity to extend a warm invitation to you to join us on Good Friday for pray and meditation. We hope you have a Blessed Easter!

St. Boniface Catholic Church
318 N. 9th Street
Lafayette, IN 47904





Certificate of Coverage

Date: 3/16/2022

Certificate Holder
The Roman Catholic Diocese of Lafayette-In-Indiana, Inc.,
Chancery Office
P O Box 260
Lafayette, IN 47902

This Certificate is issued as a matter of information only and confers no rights upon the holder of this certificate. This certificate does not amend, extend or alter the coverage afforded below.

Covered Location
St. Boniface
318 North Ninth Street
Lafayette, IN 47904

Company Affording Coverage
THE CATHOLIC MUTUAL RELIEF
SOCIETY OF AMERICA
10843 OLD MILL RD
OMAHA, NE 68154

Coverages

This is to certify that the coverages listed below have been issued to the certificate holder named above for the certificate indicated, notwithstanding any requirement, term or condition of any contract or other document with respect to which this certificate may be issued or may pertain, the coverage afforded described herein is subject to all the terms, exclusions and conditions of such coverage. Limits shown may have been reduced by paid claims.

	Type of Coverage	Certificate Number	Coverage Effective Date	Coverage Expiration Date	Limits	
	Property				Real & Personal Property	
	D. General Liability	8510	6/1/2021	6/1/2022	Each Occurrence	500,000
	<input checked="" type="checkbox"/> Occurrence				General Aggregate	
	<input type="checkbox"/> Claims Made				Products-Comp/OP Agg	
					Personal & Adv Injury	
					Fire Damage (Any one fire)	
					Med Exp (Any one person)	
	Excess Liability				Each Occurrence	
					Annual Aggregate	
	Other				Each Occurrence	
					Claims Made	
					Annual Aggregate	
					Limit/Coverage	

Description of Operations/Locations/Vehicles/Special Items (the following language supersedes any other language in this endorsement or the Certificate in conflict with this language)
Coverage verified for claims arising out of St Boniface Church's Living Way of the Cross event on April 15, 2022.

Holder of Certificate

Cancellation

City of Lafayette
Attn: Engineering Dept.
20 N 6th street
Lafayette, IN 47901

Should any of the above described coverages be cancelled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the holder of certificate named to the left, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

Authorized Representative

Michael A. Antun

0175002866

MISCELLANEOUS PAYMENT RECPT#: 3141055
City of Lafayette, IN
20 N 6th St
Lafayette IN 47901

DATE: 03/18/22 TIME: 11:47
CLERK: mmiller DEPT:
CUSTOMER#: 999
MISC CUSTOMER
COMMENT: BARRICADES

CHARGES:
BARR BARRICADE RENTA 25.00
AMOUNT PAID: 25.00

PAID BY: ST. BONIFACE CHURCH
PAYMENT METH: CREDIT CARD
MC#4161 EX 0623

REFERENCE:

AMT TENDERED: 25.00
AMT APPLIED: 25.00
CHANGE: .00

MISCELLANEOUS PAYMENT RECPT#: 3141054
City of Lafayette, IN
20 N 6th St
Lafayette IN 47901

DATE: 03/18/22 TIME: 11:45
CLERK: mmiller DEPT:
CUSTOMER#: 999
MISC CUSTOMER
COMMENT: EVENT

CHARGES:
APG1 APPLICATION FEE 25.00
AMOUNT PAID: 25.00

PAID BY: ST. BONIFACE CHURCH
PAYMENT METH: CHECK
009447

REFERENCE:

AMT TENDERED: 25.00
AMT APPLIED: 25.00
CHANGE: .00